

**BEFORE THE
FEDERAL COMMUNICATIONS COMMISSION
WASHINGTON, D.C.**

In the Matter of)	
)	Administrator Correspondence
Request for Waiver or Review of)	April 2, 2019
Decisions of the)	
Universal Service Administrator by)	
)	
Universal Service Administrative Company)	
Schools and Libraries Universal Service)	CC Docket No. 02-6
Support Mechanism)	

Marlene H. Dortch, Secretary
Federal Communications Commission
445 12th Street SW
Washington, DC 20554

May 31, 2019

**Request for Waiver or Review of Decisions of the Universal Service Administrator
by Circle City Prep**

In accordance with Sections through 54.721 of the Commission's Rules, Circle City Preparatory Charter School (Circle City Prep) respectfully seeks a waiver to extend the invoice deadline for Funding Request Number 1799071126.

Background:

While compiling the invoices to submit a Form 472 the applicant found it necessary to submit an Operational SPIN Change in the E-rate Productivity Center (EPC). The Operation SPIN change request was submitted in EPC on October 29th, 2018 (Exhibit 1) and the one-time automatic extensions was submitted and approved in EPC the extended deadline for the FRN was February 26, 2019.

The Revised Funding Commitment Decision letter (Exhibit 2) was not received until April 2, 2019. When the RFCDL was received, the extended deadline already past and the school could no longer request an extension. Neither the applicant nor the service provider had no control over the approval of the Operational SPIN Change approval. There were no questions received from

USAC with regard to this request and do not know the reason for the delayed response from USAC on this manner.

Request

We respectfully ask the Commission to waive its invoice deadline rule and allow Circle City Prep efficient time to submit an FCC Form 472 so that the school could receive the funding that they were expected to.

Thank you,

A handwritten signature in black ink, appearing to read "Shaneka Bratton", written in a cursive style.

Shaneka Bratton

E-rate Central

400 Post Avenue, Suite 410

Westbury, NY 11590

17-CircleCity-Voice - #128271

[Summary](#) [Associated FRNs](#) [News](#) [Related Actions](#)

In-Review

Outreach

Wave Ready

Committed

▼ Request Details

View Status (+)

Funding Year 2017

Submitting Organization Circle City Prep (BEN: 17014000)

Created By Shaneeka Bratton

Created On 10/29/2018 10:54 AM EDT

▼ Main Contact

Name Shaneeka Bratton

Email sbratton@e-ratecentral.com

Phone Number 516-801-7806

▼ SPIN Change Details

Please select the reason why you would like to change the service provider on the FRN(s)

My current service provider can no longer provide the services requested

Based on the information that you have provided your SPIN change type is

Operational SPIN Change

▼ Original Service Provider Information

Original Service Provider Information Number (SPIN) 143022604

Original Service Provider Name AT&T Corp.

▼ New Service Provider Information

New Service Provider Information Number (SPIN) 143035600

New Service Provider Name RingCentral Inc.

View Supply Services (+)

▼ Additional Questions

Are the changes requested allowed under all applicable state and local procurement rules?

Yes

Are the changes allowable under the terms of the contract, if any, between the applicant and its original service provider?

Yes

Have you notified your original service provider of your intent to change service providers?

Yes

If your service provider is no longer in business, have you attempted to contact them?

Yes



April 2, 2019

Revised Funding Commitment Decision Letter

Funding Year 2017

Contact Information:

Shaneka Bratton
Circle City Prep
4002 N FRANKLIN RD
INDIANAPOLIS, IN 46226
sbratton@e-ratecentral.com

BEN: 17014000

Post Commitment Wave: 52

Totals

Original Commitment Amount	\$504.00
Revised Commitment Amount	\$504.00

What is in this letter?

Thank you for submitting your post-commitment request for **Funding Year 2017 Schools and Libraries Program (E-rate) funding**. Attached to this letter, you will find the revised funding statuses and/or post commitment changes to the original Funding Commitment Decision Letter (FCDL) you received. Below are the changes that were made:

- SPIN Change

The Universal Service Administrative Company (USAC) is providing this information to both the applicant(s) and the service provider(s) so that all parties are aware of the post-commitment changes related to their funding requests and can work together to complete the funding process for these requests.

Next Steps

1. **File the FCC Form 486**, Service Confirmation and Children's Internet Protection Act (CIPA) Certification Form, for any FRNs included in this RFCDL, if you have not already done so. Please review the CIPA requirements and file the form(s).



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- o **If USAC approved funding on an FRN in your original FCDL**, the deadline to submit the FCC Form 486 is 120 days from the date of the original FCDL or from the service start date (whichever is later).
 - o **If a new FRN was created for this RFCDL or funding was not approved on an FRN in your original FCDL but is approved in this RFCDL**, the deadline to submit the FCC Form 486 is 120 days from the date of this RFCDL or from the service start date (whichever is later).
2. **Invoice USAC**, if you or your service provider have not already done so. Work with your service provider(s) to determine if your bills will be discounted or if you will request reimbursement from USAC after paying your bills in full.
- **If you (the applicant) are invoicing USAC:** You must pay your service provider(s) the full cost for the services you receive and file the FCC Form 472, the Billed Entity Applicant Reimbursement (BEAR) Form, to invoice USAC for reimbursement of the discounted amount.
 - **If your service provider(s) is invoicing USAC:** The service provider(s) must provide services, bill the applicant for the non-discounted share, and file the FCC Form 474, the Service Provider Invoice (SPI) form, to invoice USAC for reimbursement for the discounted portion of costs. Every funding year, service providers must file an FCC Form 473, the Service Provider Annual Certification Form, to be able to submit invoices and to receive disbursements.
 - **To receive an invoice deadline extension, the applicant or service provider** must request an extension on or before the last date to invoice. **If you anticipate, for any reason, that invoices cannot be filed on time**, USAC will grant a one-time, 120-day invoice deadline extension if timely requested.

How to Appeal or Request a Waiver of a Decision

You can appeal or request a waiver of a decision in this letter **within 60 calendar days** of the date of this letter. Failure to meet this deadline will result in an automatic dismissal of your appeal or waiver request.

Note: The Federal Communications Commission (FCC) will not accept appeals of USAC decisions that have not first been appealed to USAC. However, if you are seeking a waiver of E-rate program rules, you must submit your request to the FCC and not to USAC. USAC is not able to waive the E-rate program rules.

- **To submit your appeal to USAC**, visit the Appeals section in the E-rate Productivity Center (EPC) and provide the required information. USAC will reply to your appeal submissions to confirm receipt. Visit USAC's website for additional information on submitting an appeal to USAC, including step-by-step instructions.
- **To request a waiver of the FCC's rules or appeal USAC's appeal decision**, please submit it to the FCC in proceeding number CC Docket No. 02-6 using the Electronic Comment Filing System (ECFS). Include your contact information, a statement that your filing is a waiver request,



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identifying information, the FCC rule(s) for which you are seeking a waiver, a full description of the relevant facts that you believe support your waiver request and any related relief, and any supporting documentation.

For appeals to USAC or to the FCC, be sure to keep a copy of your entire appeal, including any correspondence and documentation, and provide a copy to the affected service provider(s).

Obligation to Pay Non-Discount Portion

Applicants are required to pay the non-discount portion of the cost of the eligible products and/or services to their service providers. Service providers are required to bill applicants for the non-discount portion of costs for the eligible products and/or services. The FCC stated that requiring applicants to pay the non-discounted share of costs ensures efficiency and accountability in the program. If using the BEAR invoicing method, the applicant must pay the service provider in full (the non-discount plus discount portion) **before** seeking reimbursement from USAC. If using the SPI invoicing method, the service provider must first bill the applicant **before** invoicing USAC.

Notice on Rules and Funds Availability

The applicants' receipt of funding commitments is contingent on their compliance with all statutory, regulatory, and procedural requirements of the Schools and Libraries Program and the FCC's rules. Applicants who have received funding commitments continue to be subject to audits and other reviews that USAC and/or the FCC may undertake periodically to assure that funds that have been committed are being used in accordance with such requirements. USAC may be required to reduce or cancel funding commitments that were not issued in accordance with such requirements, whether due to action or inaction, including but not limited to that by USAC, the applicant, or the service provider. USAC, and other appropriate authorities (including but not limited to the FCC), may pursue enforcement actions and other means of recourse to collect improperly disbursed funds.



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Revised Funding Commitment Decision Overview

Funding Year 2017

Funding Request Number (FRN)	Service Provider Name	Request Type	Revised Committed	Review Status
1799071126	RingCentral Inc.	SPIN Change	\$504.00	Approved



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Post Commitment Request Number: 128271	Post Commitment Request Type: SPIN Change	Post Commitment Decision: Approved
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FRN: 1799071126	Service Type: Voice	Original Status: Funded	Revised Status: Funded
FCC Form 471: 171022718			

Dollars Committed			
Monthly Cost		One-Time Cost	
Months of Service	12		
Total Eligible Recurring Charges	\$2,520.00	Total Eligible One Time Charges	\$0.00
Total Pre-Discount Charges		\$2,520.00	
Discount Rate		20.00%	
Revised Committed Amount		\$504.00	

Dates		Service Provider and Contract Information	
Service Start Date	7/1/2017	Service Provider	RingCentral Inc.
Contract Expiration Date	6/30/2018	SPIN (498ID)	143035600
Contract Award Date		Contract Number	
Service Delivery Deadline	6/30/2018	Account Number	
Expiration Date (All Extensions)		Establishing FCC Form 470	170077749

Consultant Information	
Consultant Name	Shaneka Bratton
Consultant's Employer	E-Rate Central
CRN	16060891

Revised Funding Commitment Decision Comments:
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Post Commitment Rationale:

Your SPIN change is approved. The service provider has been changed to 143035600, RingCentral Inc.

